

CITY
OF
CAPE CANAVERAL

APPLICATION
FOR
SPECIAL EXCEPTION

City of Cape Canaveral
Building Department
(Please Print Legibly or Type)

DATE FILED _____ FEE PAID _____ DEPOSIT _____

RECV'D BY: _____ (\$250.00 Filing Fee is non-refundable)

NATURE OF REQUEST

Special Exception is for what purpose (Brief Description) _____

Address of request (if applicable) _____

Legal Description: Lot ___ Block ___ Parcel _____ Subdv _____

Section _____ Township _____ Range _____

STATEMENT OF FACT: State of Florida, County of Brevard; I
_____, being duly sworn, depose and say that:

___ I am the property owner.

___ I am the owner(s) designated agent. (notarized authorization required)

Owner(s) Name(s): _____

Address: _____

Home Phone _____ Work Phone _____ E-Mail _____

Applicant(s) Names(s): _____

Address: _____

Home Phone _____ Work Phone _____ E-Mail _____

All information, sketches and data contained and made part of this request, are honest and true to the best of my knowledge and belief.

Signature of Applicant

Sworn to and subscribed before me on this ___ day of _____, 20___.

Notary Public, State of Florida

The completed request form and the \$250 filing fee must be filed as follows: Requests for Variances, Rezoning and Special Exceptions (Except Telecommunication Towers), require a minimum of thirty (30) days prior to the next regularly scheduled Planning & Zoning Board Meeting; Request for Telecommunications Towers, require a minimum of sixty (60) days prior to the Planning & Zoning Board meeting. The Board of Adjustment meeting will be set after the request is heard by the Planning & Zoning Board. (A deposit may be required per Section 110-92)

PUBLIC NOTICE
FOR CITY USE ONLY

Notice of Public Hearing Published in Newspaper on : _____

Notice to applicant by Certified Mail No. _____

on _____

Notice posted on Bulletin Board on _____

Notice posted on Subject property on _____

Property owners within 500 ft. radius notified by certified mail on _____

City of Cape Canaveral
APPLICATION FOR SPECIAL EXCEPTION

This application must be legibly completed and returned, with all enclosures referred to therein, to the Building Department, a minimum of Thirty (30) days (sixty (60) days for Telecommunications Towers) prior to the next regularly scheduled meeting in order to be processed for consideration by the Planning & Zoning Board for study and recommendation to the Board of Adjustment. The owner or a owner representative are required to attend the meetings and will be notified by the board secretary of the date and time of the meetings. The Planning & Zoning Board holds regular meetings on the 2nd and 4th Wednesdays of every month at 7:30 p.m. in the City Hall Annex, 111 Polk Avenue, Cape Canaveral, Florida. ALL OF THE FOLLOWING INFORMATION MUST BE SUPPLIED PRIOR TO PROCESSING THE APPLICATION. If you have any questions, please contact the Building Department at (321) 868-1222.

DATE: _____

1. NAME OF APPLICANT(S) _____
ADDRESS (if assigned) _____
PHONE # _____ FAX # _____ E-MAIL _____
2. COMPLETE LEGAL DESCRIPTION OF PROPERTY:
LOT: _____ BLOCK: _____ SUBDIVISION: _____
PARCEL: _____
SIZE OF SUBJECT PROPERTY IN ACRES: _____
SECTION: _____ TOWNSHIP _____ RANGE _____
DESCRIPTION: _____
3. ORDINANCES SECTION UNDER WHICH SPECIAL EXCEPTION IS SOUGHT
(EXAMPLE, ARTICLE X, SECTION 2) _____
4. COMPLETE THE ATTACHED WORKSHEET IN FULL. (INCOMPLETE APPLICATIONS MAY RESULT IN DENIAL OF REQUEST)
5. PRESENT ZONING CLASSIFICATION: (EXAMPLE C-1, C-2, R-1, R-2, M-1 ETC.)
6. PROVIDE THIRTEEN (13) COPIES OF SITE PLAN OR APPROPRIATE DRAWING(S) SHOWING THE FOLLOWING WHERE APPLICABLE:
 - (a) Adequate ingress and egress may be obtained to and from the property, with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and emergency access in case of fire or medical emergency.

- (b) Adequate off-street parking and loading areas are provided without creating undue noise, glare, odor or detrimental effects upon adjoining properties.
- (c) Adequate and properly located utilities are available or may be reasonably provided to serve the proposed development.
- (d) Adequate screening and/or buffering will be provided to protect and provide compatibility with adjoining properties.
- (e) Signs and exterior lighting, if any, will be so designed and arranged so as to promote traffic safety and to eliminate or minimize any undue glare, incompatibility, or disharmony with adjoining properties and will be permitted and in compliance with all adopted codes and ordinances.
- (f) Refuse and service areas, with particular reference to the issues relating to (a) and (b) above.
- (g) Required setbacks and other open space.
- (h) Height.
- (i) Landscaping.
- (j) Renewal and/or termination dates relating to a lease, if applicable.
- (k) That the proposed use will be reasonably compatible with surrounding uses in its function, its hours of operation, the type and amount of traffic generated, structure size and setbacks, its relationship to land values and any other facts that may be used to measure or determine compatibility.

PLEASE NOTE: In granting any Special Exception, the Board of Adjustment may prescribe appropriate conditions, stipulations and safeguards to ensure conformity with the foregoing.

STATE REASON FOR REQUEST (attach additional sheet if necessary):

THE FOLLOWING ENCLOSURES ARE NEEDED TO COMPLETE THIS APPLICATION:

___ *Paid receipt from Finance Department for \$250.00 Application Fee.

___ * Paid receipt from Finance Department for Deposit, if applicable.

(Make checks payable to the "City of Cape Canaveral")

___ A listing of legal descriptions of all properties within a 500 ft. radius of the boundaries of the property contained in the request, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. Include three (3) complete sets of mailing labels of all property owners within a 500 ft. radius. (This can be obtained from the Tax Assessor's Office.) The list shall be legible and the source of the information submitted stated here:

This information was obtained from: _____

___ A property map showing properties within the 500 ft. radius, clearly outlining the subject property.

___ The Location map showing adjacent properties uses, zoning, streets, driveways, canals and utilities.

7. Where Property is not owned by the applicant, a Power of Attorney must be attached giving the Notarized consent of the property owner to the applicant to request the Special Exception.

8. Copy of recorded deed to subject property.

9. Completed worksheet.

10. If applicable, elevation drawing(s) or photograph(s) of proposed structure(s) are encouraged.

- NOTE: Application fee of \$250.00 is non-refundable upon payment to the City.
- NOTE: Any balance from required deposit will be returned to the applicant upon written request minus all associated costs.

The purposes of this worksheet are two-fold: (1) to assist the Planning and Zoning Board and the Board of Adjustment in the evaluation of all criteria relevant to the application; and (2) to educate the applicant as to the criteria which must be addressed and satisfied prior to beginning the special exception consideration process. If the applicant cannot satisfactorily address one or more of the following, this should serve as a preliminary indication that the request for special exception may be denied or that the application may not be acceptable for processing. The questions should be answered in detail as if the project is already completed and operating. Responses, when applicable to the project should be in complete sentences.

CRITERIA (Building Official or Designee to verify)

Does the Special Exception create any adverse impact to adjacent property due to any of the following criteria?

1) Noise

Will or does the noise from any one use offend another existing use?

2) Signs, Exterior Lighting and Glare

Are signs or exterior lighting, if any, designed and arranged so as to promote traffic safety and to eliminate any spill-over light or glare onto an adjoining use?

3) Vibration

Will or does any vibration from any one use offend another existing use?

4) Other Detrimental Effects

Will there be, or are there, any odor or other detrimental effects upon adjoining properties?

5) Stormwater Runoff

Are there any special stormwater runoff treatment measures required and or from adjoining uses?

6) Traffic

Are there differences in types and sizes of vehicles?

Are ingress and egress adequate?

Are there any auto and pedestrian safety issues?

What is the anticipated number of vehicles in the peak hour?

Are traffic flow and control addressed?

Is there adequate emergency access in case of fire or medical emergency?

7) Hours of Operation

Do differences in hours of operation offend another existing use?

8) Loading and Unloading

Are there differences in loading and unloading between adjoining properties?

9) Parking

Are there differences in off-street parking between adjoining uses? Cite the off-street parking requirements from the appropriate land development code sections.

10) Utility Requirements

Are adequate and properly located utilities available? Are utility requirements substantially different from those required by adjoining uses?

11) Refuse and Service Areas

Are there adequate refuse and service areas?

12) Emergency Services

Will the Special Exception create any unusual police, fire or emergency services?

13) Buffering and Screening

Is there adequate screening and/or buffering provided to protect and provide compatibility to adjoining properties? Cite the appropriate landscape and buffering requirements from the land development code as applicable.

14) Size and Appearance

Are there serious differences in structural appearance between adjoining properties? Are there serious or extreme structural size differences?

15) Relationship to Land Values

Are property values impacted? If so what is the impact?

16) Comprehensive Land Use Plan

What are the applicable goals, objectives and policies of the Comprehensive Plan which apply to this Special Exception? Is this Special Exception consistent with the intent of those goals, objectives and policies?

17) Risk Factors

Does potential energy storage pose a risk to surrounding area? What recommendations are made by the Fire Department?

18) Environmental Conditions

Are there any environmental conditions applicable to this request?

The following questions are used to summarize the impact of the information above

19) Is this Special Exception consistent with the intent of the zoning district in which this Special Exception is sought?

20) Will the Special Exception meet all the requirements of the zoning district in which the request is to be located, such as: lot requirements, building setback requirements, lot coverage, height, buffers, off-street parking, signs, storage, landscaping, etc.?

21) Is the proposed use compatible with surrounding uses in its function, its hours of operation, type and amount of traffic generated, structure size and setbacks, its relationship to land values and any other facts that may be used to measure or determine compatibility?

22) Should the Special Exception be granted with any noted limitations, restrictions and/or conditions?

to whom it may concern:

The following locations are where applicants may get mailing labels and radius maps. It is important to call ahead to ensure that your desired office has the time availability process your request.

Office Locations

Addresses & Telephone Numbers For Property Appraiser's Main Office & Branch Offices

<p>North Brevard Brevard County Property Appraiser (Main Office) (Click above for map to office)</p> <p>Brevard County Government Complex - North 400 South Street, 5th Floor Titusville, Florida 32780 Telephone: 321-264-6700</p>	<p>Central Brevard Brevard County Property Appraiser (Merritt Island Office) (Click above for map to office)</p> <p>Brevard County Central Services Complex 2575 North Courtenay Parkway Merritt Island, Florida 32953 Telephone: 321-455-1444</p>
<p>South Brevard Brevard County Property Appraiser (Melbourne Office) (Click above for map to office)</p> <p>Brevard County South Services Complex 1515 Sarno Road Melbourne, Florida 32935 Telephone: 321-255-4440</p>	<p>Brevard County Property Appraiser (Viera Office) (Click above for map to office)</p> <p>Brevard County Government Center 2725 Judge Fran Jamieson Way Viera, Florida 32940 Telephone: 321-690-6880</p>
<p>Brevard County Service Complex - Palm Bay (Palm Bay Office) (Click above for map to office)</p> <p>2050 Eldron Blvd. SE Palm Bay, Florida 32909 Telephone: 321-952-4574</p>	

How to Contact Brevard County Zoning

Notice - Correspondence sent to this office, including E-Mail, becomes a part of the public record and will be made available for public inspection.

<p>U.S. Mail:</p> <p>Planning and Zoning Brevard County Government Center Building A 2725 Judge Fran Jamieson Way Viera, FL 32940</p>	<p>Telephone:</p> <p>Planning issues: Voice (321) 633-2069 Fax (321) 633-2074</p> <p>Zoning issues: Voice (321) 633-2070 Fax (321) 633-2152</p>
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E-Mail

E-Mail must include your real name and street address if you want the Board or Boards involved to be able to consider the information you provide. When corresponding regarding an item on a public hearing agenda, please include enough information to identify the item. We suggest you include the agenda date, the name of the property owner and the item's agenda number on your correspondence.

Send e-mail inquiries to: candy.hanselman@brevardcounty.us